

Message

From: Commisso, Angela [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=9458293DE03E4183B4017DD5B67638B2-ACOMMISS]
Sent: 4/14/2014 8:31:38 PM
To: Mitani, Lewis [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a5244c9272b1476090710caca26692ce-LMITANI]; Stensby, David [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7f3ea928a8db486b95b1f758507a38de-DSTENSBY]; Aycok, Mary [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=50a1b4d7ba3d46759235d24eedcdf09e-MAYCOCK]; Tran, Xuan-Mai [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b58d19190c1a443b889b1413703f2f1c-XTRAN]; Lichens, Christopher [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d2eb66a6ea954a99be830aa9ad7e336-CLICHENS]; d'Almeida, Carolyn K. [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9ec4401afa1846dd93d52a0dda973581-CDALMEID]; Bhullar, Charnjit [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=afa0020f895249b48dd04ec66f7c20da-CBHULL02]; Fitzgerald, Bob [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=950e9e6aedd49eab26af76b6300a9c1-BFITZGER]; Hoang, Kim [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=02dfb76ebb1b4a54a8bc643b6a57f080-KHOANG]; Chern, Shiann-Jang [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=738a33b9c79144269c6dd29b0790a8b0-SCHERN]
CC: Chesnutt, John [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=e1cd369e94474c2c8a876fb16943320a-JCHESNUT]; Henning, Loren [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3aae3e0d0d764aa5af728c00cb7ada14-LHENNING]; Toy, Arthur [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=dc6fdce3d44e492ab0b2de596ad2618d-ATOY02]; Young, Dianna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1f40b43cb3da4607b17140c42ca12a12-Young, Dianna]
Subject: FW: BRAC Funding Update and mid-year reporting (DUE 4 May 2014)
Attachments: 2013 AF BRAC EOY Report.docx; 2013 ARMY BRAC EOY Report.docx; 2013 NAVY BRAC EOY Report.docx

Boy oh Boy. Time flies when one has to write a BRAC semi-annual report. Well, here we are again developing the BRAC reports for the next reporting period: October 1, 2013 to March 31, 2014. **Please provide your reports to me by Monday April 28, 2014, with a copy to Arthur** (Arthur will bug you if you do not provide your reports by 4/28). I will consolidate the reports and pass them on to Loren and John. The list below specifies which sites are required to have the semi-annual report completed. It also includes the RPMs involved. Since some of the sites have teams of RPMs working together, please provide input to the primary RPM who will incorporate the comments of the team members. For those RPMs who have multiple sites, please **do not** consolidate your reports. I need separate reports for each of your sites that are funded specifically from DoD. If you notice that I've designated a site belonging to the wrong RPM, please let me know as soon as possible so that I can provide the information to the correct RPM.

The attachments are the consolidated reports that HQ edited and sent to DoD. Feedback from HQ last time was that some of the reports were much too long and detailed; and as a result, HQ needed to edit out quite a bit of material. HQ is requesting that the reports are two-to-three pages in length. Please use this attachment as the template and starting point for your updates. I am not looking for you to make your changes into the consolidated report. My intention is that each person copy/paste their individual piece into their own word document, make the updates, save the file, and return their updated piece to me. I would then consolidate the new report. Please do not deviate from the template format that is provided from HQ.

HQ provides us with a reminder the following

- Address each section of the template.
- Keep the reports focused and only include significant issues/accomplishments.

- Limit each installation-specific report to 2 pages, unless there are significant issues that require additional details.
- **Spell out all acronyms the first time they are used in the document.**

Reports are required for the following sites from the following RPMs:

Fort Ord	Lewis Mitani
Hunter's Pt.	Craig Cooper/John Chesnutt
Treasure Is	David Stensby
El Toro	Mary Aycock – See comment below
Alameda	Xuan-Mai, Chris Lichens
Mare Island	Carolyn d'Almeida
McClellan	Charnjit Bhullar, Bob Fitzgerald, Kim Hoang, Shiann-Jang Chern – See additional comments below.
McClellan Privatization work, not post AOC work)	Bob Fitzgerald, Charnjit Bhullar, Kim Hoang, Shiann-Jang Chern (Note: This is pre-AOC work) – See additional comments below
Williams	Carolyn d'Almeida

Guidance on El Toro. Past El Toro reports have been heavily edited. Please keep the report short and limit its content to only significant activities that occurred during the reporting period.

Guidance to the McClellan Team:

The reports for BRAC McClellan and McClellan Privatization differ from each other. For the McClellan Privatization write up, the FTE we receive from the Air Force is for pre-ACO activities, while the FTE we receive for the BRAC McClellan site is for base closure activities. Neither report should address any activities that have occurred after the site was privatized because at that point, work is privately funded through a special account. If you have any questions about which information that applies to which report, please let me know as soon as possible and we'll convene a meeting to discuss it.

Attached is the consolidated report from six months ago.

Any questions, please do not hesitate to contact me.

Thanks
Angie
415 972-3198